



**Superior Court of California, County of Tuolumne
Invites Applications for the Position of**

**FAMILY COURT MEDIATOR
(Contract Relief Position)**

Hourly Rate: \$50 per Hour

**Opens: September 26, 2012
Open Until Filled**

For a downloadable employment application, please visit:

<http://www.tuolumne.courts.ca.gov/employment.htm>

POSITION SUMMARY:

Under limited direction, this contract (non-employee) relief position mediates contested issues of custody and visitation in family law disputes. Pursuant to California Rules of Court, Rule 5.210 and Family Code Section 3161, et.seq, the purposes of mediation are to reduce acrimony that may exist between the parties; to develop an agreement ensuring the child close and continuing contact with both parents that is in the best interest of the child; and to effect settlement of the issue of visitation rights of all parties that is in the best interest of the child. This contract relief position will provide Family Court Mediator services to the Court (a non-recommending court) on an as-needed basis.

REPRESENTATIVE DUTIES:

(For illustrative purposes only)

- Reviews court files and interviews parties to assess potential for settlement or resolution.
- Assesses clients for potential risk from violence, substance abuse and physical/sexual abuse.
- Conducts mediation conferences to resolve child custody or visitation disputes and to assist parties in formulating custody plans.
- Develops custody and visitation agreements.
- Refers parties to community agencies for assistance and/or counseling.
- Solicits information from third parties, such as psychological evaluations or reports of supervised visitation, as it relates to case evaluation and resolution.
- Conducts family court services orientation workshops.
- Conducts high-conflict parenting workshops.

MINIMUM QUALIFICATIONS:

Education/Experience:

As provided in Family Code § 1815 (7)(b), a Master's degree from an accredited college or university in psychology, social work, marriage, family and child counseling, conflict management,

or related behavioral science substantially related to marriage and family interpersonal relationships;

OR

Bachelor's degree from an accredited college or university in the fields listed above, and two years of additional directly-related counseling experience may be substituted for the required Master's degree;

AND

Two years of experience in counseling and/or mediation and investigation services for a court or social service agency.

Knowledge of:

- Rules, laws, statutes, policies and procedures governing family law issues and cases.
- Principles, practices and techniques of alternative dispute resolution, interviewing, counseling, investigation, casework, anger abatement, and crisis intervention.
- Principles, practices and theories of adult, adolescent, and child psychopathology and the psychopathology of families.
- Principles and methods of case management.
- Crisis intervention, mediation, family therapy and risk evaluation techniques.
- Community resources and educational materials.

Ability to:

- Mediate and evaluate family law disputes.
- Effectively conduct interviews under stressful and/or hostile circumstances.
- Assess clients for potential risk from violence, substance abuse and physical/sexual abuse.
- Assess the mental health needs of children and family dynamics.
- Reach logical and sound conclusions based on evaluation of facts and conflicting information.
- Identify and utilize support services and community resources.
- Interpret, explain and apply relevant laws, regulations, policies and procedures.
- Work and communicate effectively with a diverse client population with special needs.

OTHER REQUIREMENTS:

- Criminal History and Background Check: Final candidates will be subject to a fingerprint background check through the State of California Department of Justice. Contract is contingent upon a satisfactory background check.
- False statements or omission of facts regarding background or employment history may result in contract disqualification or dismissal.

WORKING ENVIRONMENT:

Work is performed in a typical office setting with adequate lighting and moderate temperature, and requires the use of standard office equipment. May be required to travel as necessary.

CONTRACTOR REQUIREMENTS:

The Contractor will:

- Be solely responsible for any and all federal, state, and local taxes, charges, or fees applicable to payment received under the terms of the agreement.

- Defend, indemnify and hold harmless the Court and its officers, agents, and employees, to the extent permitted by applicable law, from and against any and all claims and demands for loss or damage arising out of, or in any way connected with, the Contractor.
- Provide written certification that he/she is in possession of a valid license/certificate which meets the required level of expertise for which the Court has contracted under this agreement.
- Be responsible for maintaining the mandatory minimum continuing education, training, and experience of the Mediator duties, pursuant to California Rules of Court, Rule 5.210 and Family Code Sections, 1815, 1816, and 3165, and other applicable regulations.
- Maintain the confidentiality of information and records pursuant to Family Code 3177 and Evidence Code Section 1040.
- Maintain accurate records of all services and appointments provided under this agreement.
- Provide to the Court a written list of any other agencies for which he/she is providing counseling and/or mediation services.

The Contractor will not:

- Be eligible for any employment benefits, or for federal Social Security, state Worker's Compensation, unemployment insurance, or Public Employees Retirement System benefits, except as a self-employed individual.

THE APPLICATION PROCESS:

- Interested applicants must submit a completed and signed Superior Court of California, County of Tuolumne employment application.
- Optional resumes may be submitted, but will not be substituted for any portion of the Court's application. It is not acceptable to complete the application with statements such as, "see/refer to resume" or "see attached".
- Please mail, fax, or scan and email completed application and all accompanying materials to:

Superior Court of California, County of Tuolumne

Attn: HR Dept.

41 West Yaney Avenue

Sonora, CA - 95370

Fax: (209) 533-6607

pam@tuolumne.courts.ca.gov

THE SELECTION PROCESS:

- The selection process will consist of a required application and an oral interview. The most qualified applicants, as determined by the information provided in the application materials, will be invited to participate further in the selection process.

If you require reasonable accommodations in the application/selection process, please contact Court Human Resources at (209) 533-6914, or pam@tuolumne.courts.ca.gov.

**The Superior Court of California, County of Tuolumne,
is an Equal Opportunity Employer**